

## PURCHASE ORDER

OFFICE/DEPARTMENT: MSD-Admin

Supplier: **B.E. CORPORATION**  
Address: 29 Panay Avenue,  
Quezon City  
Tel. Fax No.: (02) 8376 7302  
Supplier Registered with: Security and Exchange Commission

PO No. **2023-04-027**  
Date: **17-Apr-23**

Terms of Payment: **ON ACCOUNT**  
Mode of Procurement: **NP-SMALL VALUE**

Please deliver to this office within 30 days from receipt hereof the following:

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	2500	box	<b>BOX CORRUGATED, Dimension to fit the steel racks or racking system of the user</b>	65.95	164,875.00
			-Minimum Specifications: plain, 136kl / 300lbs., BC Flute Body: 16" x 10 1/2" x 10 3/8" Top: 16 1/2" x 11" x 2"		
					<b>164,875.00</b>
			Less Taxes: 5% VAT	7,360.49	
			1% EWT	1,472.10	8,832.59
			<b>TOTAL AMOUNT</b>		<b>156,042.41</b>
			Purchase Request No: <b>2023-01-047</b> Date: <b>28-Mar-23</b>		

### Terms & Conditions:

- PhilHealth shall impose equivalent to 1/10 of 1 percent of the total value of the undelivered order for each day of delay as liquidated damages.
- If the date of receipt of the Purchase Order / PO by the supplier is not indicated, it shall be deemed received on the day it was acknowledged to have been received by a representative either through fax or email.
- Delivery of the above item(s) shall be made within the delivery period from Mondays to Fridays 8am to 5pm. Supplier are advised to inform Procurement Section at least two (2) days before the delivery. All item(s) shall be delivered and accepted by the Property and Supply Unit at PhilHealth Regional Office IV-A, Lucena Grand Central Terminal, Brgy. Bayang Dupay, Lucena City.
- Delivery Receipt and Sales Invoice shall be required to one-time complete delivery of the goods.
- Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery. With provision for a back-up unit in case of repair.
- The contracting parties undertake to comply with Office Order No. 0018-2015 entitled Reiteration of PhilHealth No Gift Policy (Revision 1) which is deemed incorporated into this Contract. No PhilHealth personnel shall solicit, demand, or accept, directly or indirectly, any gift from any person, group or association, or juridical entity, whether from the public or private sector, at anytime, on or off the work premises where such gift is given in the course of official duties or which in connection with any transaction which may affect the functions of their office or influence the actions of director or employees, or create the appearance of a conflict of interest.

Very truly yours,

**BENJIE A. CUVINAR**  
Chief, MSD

Certified Budget Available	Funds Available in the amount of	164,875.00	APPROVED:
<b>MA. PAMELA B. LEYNES</b> Fiscal Controller II	<b>ARON R. RIANO</b> Fiscal Controller IV		<b>DANILO M. REYNES, MD, MPA</b> RVF, PRO IVA
With in the COB	2023-COB		
Expense Code	5920301001		
Budget	220,000.00		
Remarks:			
Conformed:	<b>ROMEO BELLO</b> Signature over Printed Name and Position of Authorized Representative	Received Copy of PO:	<b>MAY 12, 2023</b> Date

## CERTIFICATE OF AVAILABILITY OF FUNDS (CAF)

Cost Center	ADMIN	ROF#:	2023-0067	04/18/2023
		CAF#:	2023-0067	04/18/2023
Particulars			Account Code (to be filled out by Budget)	Amount

Procurement of Office Supplies (Corrugated Boxes) for PRO  
IVA use

5020301001


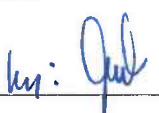

₱164,875.00

**Payee: B.E. CORPORATION**


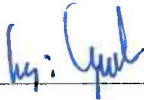

**Reference: P.O.# 2023-04-027**

**TOTAL**

**₱164,875.00**

REQUESTED BY	FUNDS AVAILABLE	CERTIFICATION
Certified: Charges to budget necessary, lawful and under my direct supervision  Signature:  Printed Name: <b>Joseph Adrian R. Rejano</b> Position: <b>AO III</b> Office: <b>ADMIN</b> Date: <b>4/18</b> Remarks:	Certified: Budget available and earmarked for the purpose, as indicated above  Signature:  Printed Name: <b>Ma. Pamela B. Leynes</b> Position: <b>Budget Officer - Designate</b> Office: <b>MSD-FMS</b> Date: <b>4/18/23</b> Remarks:	Certified: Funds available for disbursement herein described; in the amount specified  Signature:  Printed Name: <b>Aron R. Riano</b> Position: <b>Fiscal Controller IV</b> Office: <b>MSD-FMS</b> Date: <b>APR 18 2023</b> Remarks:



REQUESTED BY	FUNDS AVAILABLE	CERTIFICATION
<p>Certified: Charges to budget necessary, lawful and under my direct supervision</p> <p>Signature: </p> <p>Printed Name: <u>Joseph Adrian R. Rejano</u></p> <p>Position: <u>AO III</u></p> <p>Office: <u>ADMIN</u></p> <p>Date: <u>4/18</u></p> <p>Remarks:</p>	<p>Certified: Budget available and earmarked for the purpose, as indicated above</p> <p>Signature: </p> <p>Printed Name: <u>Ma. Pamela B. Leynes</u></p> <p>Position: <u>Budget Officer - Designate</u></p> <p>Office: <u>MSD-FMS</u></p> <p>Date: <u>4/18/23</u></p> <p>Remarks:</p>	<p>Certified: Funds available for disbursement herein described; in the amount specified</p> <p>Signature: </p> <p>Printed Name: <u>Aron R. Riano</u></p> <p>Position: <u>Fiscal Controller IV</u></p> <p>Office: <u>MSD-FMS</u></p> <p>Date: <u>APR 18 2023</u></p> <p>Remarks:</p>

DTU # 20874

Title of Procurement: **PROCUREMENT OF OFFICE SUPPLIES**  
**(CORRUGATED BOX)**

### **CERTIFICATION**

This is to certify that this procurement was conducted in accordance with R.A No. 9184, the Government Procurement Reform Act, and its Revised Implementing Rules and Regulations (RIRR).

  
**ATTY. JIANDRA CARMELA P. PANGANIBAN**  
PRO BAC, Chairperson

Noted by:

  
**DANILO M. REYNES, MD, MPA**  
Regional Vice President

## CERTIFICATION

This is to certify that the attached **PURCHASE ORDER/S** between **PHILIPPINE HEALTH INSURANCE CORPORATION REGIONAL OFFICE IVA** and the following Suppliers.

PO NO.	SUPPLIER	PARTICULARS	PO AMOUNT
2023-04-027	B.E. Corporation	2,500 Box Corrugated, Dimension to fit the steel racks or racking system of the user	Php164,875.00
2023-04-031	New Bethro Trading and Car Care Center	6 pcs Tire, size: 235/70 R15	Php40,800.00
2023-04-032	MGCB Marketing	4 pcs Tire, size: 205/65 R15	Php23,400.00
2023-04-033	Ace Hardware Philippines Inc.	5 sets Extension Cord; 4-gang, 10 meters	Php2,320.00

*\*Inclusive of taxes*

This purchase order/s passed through the office of the undersigned for initial legal review and evaluation and its certification pertains strictly to the review of provisions contained in the subject draft agreement and presumes that the procurement process was done accordingly pursuant to Republic Act 9184.

Issued this 25<sup>th</sup> day of April 2023.

  
**ATTY. EUNICE C. ABDON-ROCES**  
 Attorney IV, Legal Office

BEF - 4

**CHECKLIST OF DOCUMENTARY REQUIREMENT  
FOR CERTIFYING BUDGET AVAILABILITY FOR CERTIFICATE  
OF AVAILABILITY OF FUNDS (CAF)**

Subject : *Procurement of Corrugated Box*

Gross Budgetary Requirement: *164, 975.10*

1 ( ) Duly certified Abstract/ Matrix of canvass supported with the latest quotations from at least three (3) suppliers or copy of Certificatin of Sole Distributorship

2 ( ) Copy of Corporate Personnel Order, if applicable

3 ( ) Copy of Contract, if applicable *PO 2023-04-027*

4 ( ) Copy of approved Terms of reference (TOR), if applicable *Tech spec*

5 ( ) Copy of the approved Request for Realignment of Funds (ReRef), if applicable

6 ( ) Breakdown of budgetry requirement per object of expenditures, if the activity/item to be conducted/procured is chargeable to various office

7 ( ) List of Distribution per cost center, if the item to be conducted/procured is chargeable to various office

8 ( ) Copy of approved ABC, if applicable

9 ( ) Two (2) copies of properly filled up CAF Form

10 ( ) Strategic Objectives (StObs) \_\_\_\_\_

Remarks:

Prepared by:

*gn*  
Printed Name and Signature  
(Budget Officer/Designate)

### ABSTRACT OF QUOTATIONS

(as supporting document to PO and JO)

QTY	UNIT	ITEM DESCRIPTION	B.E. CORPORATION		JADESON TRADING		TRIPLE G AND A VENTURES INC.	
			UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
2500	box	<b>BOX CORRUGATED, Dimension to fit the steel racks or racking system of the user</b>	65.95	164,875.00	79.99	199,975.00	100.00	250,000.00
		<b>-Minimum Specifications: plain, 136kl / 300lbs., BC Flute Body: 16" x 10 1/2" x 10 3/6" Top: 16 1/2" x 11" x 2"</b>						
<p>PR No./ Requesting Unit: <b>2023-01-047 DATED MAR 28, 2023 / MSD ADMIN</b></p> <p>Recommending award to: <b>B.E. CORPORATION</b></p> <p>Reason for award: <b>LCRO</b></p> <p>Delivery Period: <b>30 DAYS</b></p> <p>Warranty: <b>NOT STATED</b></p> <p>Price Validity: <b>NOT STATED</b></p> <p>Terms of Payment: <b>ON ACCOUNT</b></p> <p>Other info: <b>NOT STATED</b></p>								
Prepared by:			Recommending approval:			Approved by:		
<b>ALLAN JEFFREY L. DATINGUINO</b> Admin Aide VI			<b>CECILIA I. PUREZA</b> AO II / OIC-GSU			<b>JOSEPH ADRIAN R. REJANO</b> OIC, ASS		

## REQUEST FOR QUOTATION

Date: March 28, 2023

RFQ No: 2023-10-052

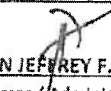
The Philippine Health Insurance Corporation (PhilHealth) through its Secretariat for the Bids and Awards Committees (SBAC), intends to procure:


### PROCUREMENT OF OFFICE SUPPLIES

Approved Budget	<u>220,000.00</u>
Purchase Request No/s	<u>2023-01-047</u>
Mode of Procurement	<u>NP - SMALL VALUE</u>
Period of Submission	<u>March 29, 2023 to April 4, 2023</u>
Delivery Period	<u>30 days upon receipt of PO</u>

Interested bidders/ suppliers of known qualifications are hereby invited to submit quotation signed by its authorized representative at the address below and/or thru email to the following addresses:

Secretariat or the Bids and Awards Committee  
(SBAC)/ Procurement Unit  
PhilHealth Regional Office IVA  
Brgy Ilayang Dupay Lucena City  
Telephone: 02-84417444 local 5116 / (042) 373  
7782/7056  
procurement.pro4a@gmail.com  
bac.pro4a@philhealth.gov.ph

  
**ALLAN JEFFREY F. DATINGUINOO**  
Canvasser / Administrative Aide VI

  
**JOY ANNE J. BANTUCAN**  
Administrative Services Officer II

Supplier who will submit a proposal / offer with the lowest calculated quotation shall be selected. A copy of the following documentary requirements as prescribed in the IRR of RA9184 for Small Value Procurement (Sec. 53.9) shall be submitted within three (3) working days upon notification.

1. Mayor's /Business Permit for CY 2023;
2. PhilGEPs Registration Number; and
3. Proof of PhilHealth Contribution (latest)
4. Omnibus Sworn Statement (50K and above)
5. ITR/Business Tax Return with ABC above 500k

#### **\*\*INSTRUCTION TO SUPPLIERS\*\***

1. Submit your quotation using the prescribed Quotation Form ( Annex A of the RFQ).
2. Accomplish the Quotation Form and do not alter the contents of the form in any way.
3. Non-compliance with the submission of the accomplished prescribed/standard Quotation Form and Documentary Requirements as stated above within the prescribed deadline shall automatically be disqualified.







Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**  
PhilHealth Regional Office IV-A  
Lucena Grand Central Terminal, Brgy. Ilayang Dupay, Lucena City  
Tel. (042) 373-7554 www.philhealth.gov.ph  
PhilHealthRegion4A teamphilhealth

"ANNEX A"

## QUOTATION FORM

Name of Company: B.E. Corporation  
Address: 29 Panay Avenue, Paligsahan, Quezon City  
Contact Person: Romeo Beloso  
Contact Number: (02) 8376-7302  
Official Email Address: ask.becorp@gmail.com

After having carefully read and accepted the Terms and Conditions of this RFQ specified in Annex B, hereunder is our quotation/s for the item as follows:

Item No.	QTY	UNIT	Unit Price	Total Price	ITEM Description and Technical Specifications	STATEMENT OF COMPLIANCE (Please check the box if "Comply" or "Not Comply")	Supplier's Offer Do not fill this out if you did not comply with the Tech Specs	
							Unit Price	Total Price
1	2500	box	88.00	220,000.00	BOX CORRUGATED, - COMPLY Dimension to fit the steel racks or racking system of the user - COMPLY	<input checked="" type="checkbox"/> Comply <input type="checkbox"/> Not Comply	PHP65.95	PHP164,875.00
				COMPLY	-Minimum Specifications: - COMPLY plain, 136kl / 300lbs., BC Flute Body: 16" x 10 1/2" x 10 3/6" Top: 16 1/2" x 11" x 2" - COMPLY			
							TOTAL:	PHP164,875.00

COMPLIANCE TO THE DELIVERY PERIOD UPON RECEIPT OF THE P.O. / J.O. - COMPLY	Statement of Compliance (please check the box if "Comply" or "Not Comply")
**Date of Delivery Period - COMPLY -30 days upon receipt of PO - COMPLY	<input checked="" type="checkbox"/> Comply <input type="checkbox"/> Not Comply

I hereby certify to comply and deliver all the above requirements.

Romeo Beloso  
Signature over Printed Name  
Sales  
Position/ Designation  
April 4, 2023  
Date

"ANNEX B"

**TERMS AND CONDITION:**

1. Suppliers/Bidders shall provide correct and accurate information required in this form.
2. Suppliers/Bidders shall quote on item.
3. Price quotation/s must valid for thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/ or levies payable.
5. Quotation exceeding the Approved Budget for the Contract of the item shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure), passed the technical evaluation or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications and the official address of the corporation.
9. PhilHealth shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case of the two or more bidders are determined to have submitted to the Lowest Calculated Quotation/Lowest calculated and Responsive Quotation, PhilHealth shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with the GPPB Circular 06-2005.
11. Payment shall be made via check (Land Bank) after delivery and upon the submission of the required supporting documents, inspection and acceptance.
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be impose per day of delay. PhilHealth shall rescind the contract once the cumulative amount of the other courses of action and remedies open to it.
13. Warranty Security of 1% of the gross amount (for items with warranty) shall be automatically deducted from the contract for a minimum warranty period of (3) months for expendable goods or (1) year warranty for non-expendable goods and shall be returned after the lapse of the warranty period provided however that the goods delivered are free from defects an all the conditions imposed under the contract have been fully met.
14. The contracting parties shall comply with Office Order No. 0018-2015 "Reiteration of PhilHealth No Gift policy (Revision 1).
15. Each of the documents submitted in satisfaction of the requirements is an authentic copy of the original, complete, and al statements and information provided therein are true and correct.

I hereby declare that I understand and acknowledge the terms and conditions listed.

  
Romeo Beloso

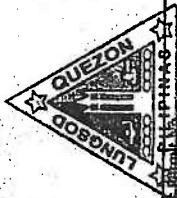
Signature over Printed Name

Sales

Position/ Designation

April 4, 2023

Date



Republic of the Philippines  
**QUEZON CITY**

Metro Manila

**BUSINESS PERMITS AND LICENSING DEPARTMENT**

Telephone No.: 888-4242 Loc. 8174 / 8282

**PERMIT TO OPERATE**

Mayor's Office 97-081282 Date Issued 06/13/2022	Type of Application <b>RENEWAL</b> Date Expires <b>JUNE 13, 2023</b>	Official Receipt No. <b>B-2022-000-162-0006963</b> Period Covered <b>1-4 2022</b>	Amount Paid <b>110,405.16</b> Date of Payment <b>06/13/2022</b>
Owner's Name <b>B.E. CORP.</b>			
Business Name <b>B.E. CORP.</b>			
Business Address <b>29 PANAY AVE. PALIGSAHAN</b>			
Kind of Business OTHER BUSINESSES AND BUSINESSES WITH FIXED RATES: • DELIVERY TRUCK / VAN OPERATOR		Requirements	
CONTRACTOR • PRINTING SERVICES RETAILER • CONSTRUCTION MATERIALS • CORRUGATED BOXES • HARDWARE SUPPLIES WHOLESALE • CONSTRUCTION MATERIALS SEE AT THE BACK.		Ancillary Clearance Clearance No. C21-01-31701488 Validity 2021-06-09 to 2026-06-09	
Area of Establishment <b>474.86 SQM</b>		Sanitary Permit (CHD) Barrage Clearance (BC) Tourism Accreditation Traffic Clearance (CPDG) Environmental Clearance Occupational Permit of Employees (BPLD) Business Type: Corporation SSS No.: 03-9080231-6-000 TIN: 002-303-406-000	
Total No. of Employees Male: 3 Female: 2			

NAME OF COMPANY PRESIDENT: ROYCE, CHRISTINE D.

“USING TWO (2) DELIVAN” SUBJECT TO: CHD, 1 & 16 “ TO COMPLY WITH ANCILLARY REMARKS AND FINDINGS AS SENT VIA EMAIL DURING EVALUATION OF PERMIT APPLICATION BY REGULATORY DEPARTMENTS/OFFICES WITHIN 30 DAYS. THIS PERMIT IS VALID ONE (1) YEAR FROM DATE OF ISSUE PURSUANT TO CITY ORDINANCE NO. SP-2013, S-2021, SUBJECT TO PROVISIONS OF APPLICABLE LAWS, ORDINANCES, RULES AND REGULATIONS PERTINENT TO THE CONDUCT OF BUSINESS. FAILURE TO COMPLY SHALL RESULT IN CANCELLATION OF THIS PERMIT.

ANY ERASURE/ALTERATION WILL INVALIDATE THIS PERMIT

For and by the Authority of the City Mayor:

**MA. JOSEFINA G. BELMONTE**



- Remarks:
- NON-TRANSFERABLE AND VALID ONLY WITH CORRESPONDING OFFICIAL RECEIPTS SHOWING PAYMENT OF PERMIT FEES AND CITY TAXES. ERASURE/ALTERATIONS WILL INVALIDATE THIS PERMIT.
  - FAILURE TO RENEW THIS BUSINESS PERMIT/LICENSE WITHIN THE PRESCRIBED PERIOD SHALL SUBJECT THE TAXPAYER TO A TWENTY-FIVE PERCENT (25%) SURCHARGE OF THE PERMIT FEE.
  - THIS PERMIT SHALL BE POSTED CONSPICUOUSLY AT THE PLACE OF BUSINESS AND SHALL BE PRESENTED AND/OR SURRENDERED TO CONCERNED AUTHORITIES UPON DEMAND.
  - SURRENDER THIS PERMIT WITHIN 20 DAYS UPON CLOSURE OF BUSINESS TO AVOID PENALTY.
  - SUBJECT TO COMPLIANCE TO ORDINANCES RELATED TO CONDUCT OF BUSINESS.

**NO. AN- 208225**

**MA. MARGARITA T. SANTOS**

City Government Department Head III

Printed by: RUTH ANGELICA EDILLOR

Republic of the Philippines  
**QUEZON CITY**  
 Metro Manila  
 BUSINESS PERMITS AND LICENSING DEPARTMENT  
 Telephone No.: 888-4242 Loc. 8174 / 8282  
**PERMIT TO OPERATE**  
 Continuation of Kind of Business

* HARDWARE SUPPLIES * CORRUGATED BOXES				
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**List of conditions as subjected in accordance with the ordinances related to conduct of business.**

- This permit is issued subject to compliance with the requirements of the City Building Official, City Fire Marshal, City Health Officer and District Director, CPD, PNP, as to building, fire safety, sanitary and peace and order, respectively; and requirements of other government agencies and/or instrumentalities relative to the operation of the business.
- Place to be utilized as an Office, no storing or warehousing or merchandise and equipment.
- No business shall be conducted along government road right-of-way or sidewalk. Conduct of business should not obstruct vehicular and/or pedestrian traffic.
- Subject to issuance of pollution clearance from Laguna Lake Development Authority and/or Task Force Clean and Green, Quezon City.
- Prohibition on a) (told shown in Q.C.); b) view rooms, display windows or "aquariums"; c) charging/payment of bar fines to bring out a personnel/employee of any night club, etc., as provided under Ordinances Nos. SP-123, S-93, SP-196, S-94 and SP-188, S-94 respectively.
- The provisions of R.A. 1180 and other conditions that may be imposed by the Retail Trade Nationalization Office, Department of Trade and Industry and Sec. 2-A or C.A. No. 103 as amended.
- The provisions of R.A. 5455 and other conditions that may be imposed by the Board of Investments.
- No minor nor gambling in any form shall be allowed in the establishment. Minors shall not be allowed to play billiard games. Subject to the provisions of R.A. 979 amended by R.A. 1224.
- Business address may be affected by government demarcation.
- Valid stall leasehold as certified by the Market Division, Office of the City Administrator.
- Pertinent provisions of NC-85, S-89 on the serving of liquor as applicable.
- Subject to the provisions of Ordinance No. 8010-69 and/or Dangerous Drug Act, on re-sale or manufacture of prohibited drugs.
- Compliance to R.A. 7432 (20% Discount for Senior Citizens), Solo Parent Act.
- Subject to 30% Amusement Tax.
- Fabrication at jobsite.
- Separate Occupational Permit for each employee SP-91, S-93.
- Subject to the provisions of Res. NC-163, S-88.
- Compliance to CCTV Ordinance No. 2139, S-2012.

  
 025800

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Wednesday, April 5, 2023 09:30 AM

## Organization Profile

### B.E CORPORATION

29 Panay Avenue  
Quezon City  
Metro Manila  
NCR  
Philippines  
1103

**Organization Member Type:**

Supplier

**Organization Number:**

106495

**Registration Date:**

04-Sep-2013

**Registration Type:**

Red

**Form of Organization:**

Corporation

**Organization Type:**

Manufacturer

**Business Category:**

Packaging Supplies and Materials

**Business Tax Identification Number:**

002303406000

**SEC Certificate Number:**

AS093-001737

**SEC Registration Date:**

04-Mar-1993

**Capitalization:**

Php 300,000.00

**Agency Registration:**

No

**Blacklisted:**

No

### Contact

Bautista, Lito Marquez



PHILIPPINE HEALTH INSURANCE CORPORATION

# SUMMARY OF EMPLOYER SUBMITTED REPORTS

FROM: A Lucena City

Lucena Grand Central Terminal, Brgy. Ilayang Dupay, Lucena City

Tel. no.: (042) 373 6936 (042) 373 7056 (042) 373 6703 to 04 (042) 373 6704 (fax)

Run Date: 04/05/2023

Run Time: 9:38 AM

Printed By: 30577717

PhilHealth Number : 200474303571	SSS NO : 0390802316	TIN : 002303406000
Employer Name : B E CORPORATION		
Address : 29 PANAY AVE QUEZON CITY SECOND DISTRICT 1100	Head Of Agency : CHRISTINED REYES	
Tel No. : 411-9002	Report Coverage : ALL	

Control no.	File no.	Reporting period	TOTAL COPIES OF				Employees Reported	Amount
			ME-5	RFT	CR	PBR		
C10710200304614	CONTRI030001852020	03/2020 - 03/2020	0	0	1	0	4	1,416.75
C10713200303304	CONTRI030001882020	06/2020 - 06/2020	0	0	1	0	4	2,145.09
C10902200301249	CONTRI030002382020	07/2020 - 07/2020	0	0	1	0	4	2,000.10
C10911200302757	CONTRI030002472020	08/2020 - 08/2020	0	0	1	0	4	2,053.50
C11110200302341	CONTRI030003082020	09/2020 - 09/2020	0	0	1	0	4	2,271.75
C10123220301091	CONTRI030007552020	10/2020 - 10/2020	0	0	1	0	4	2,030.10
C10111210302518	CONTRI030003742020	11/2020 - 11/2020	0	0	1	0	4	1,963.50
C10122210302409	CONTRI030003862020	12/2020 - 12/2020	0	0	1	0	4	2,078.43
C10301210302424	CONTRI030000542021	01/2021 - 01/2021	0	0	1	0	4	2,013.99
C10410210300576	CONTRI030000932021	02/2021 - 02/2021	0	0	1	0	4	1,963.50
C10713210307135	CONTRI030001792021	04/2021 - 04/2021	0	0	1	0	4	1,707.90
C10728210301762	CONTRI030001972021	05/2021 - 05/2021	0	0	1	0	4	1,740.12
C10824210301678	CONTRI030002252021	06/2021 - 06/2021	0	0	1	0	4	2,255.64
C11006210302559	CONTRI030002752021	07/2021 - 07/2021	0	0	1	0	4	2,030.10
C11006210302472	CONTRI030002752021	08/2021 - 08/2021	0	0	1	0	4	1,975.68
C11025210300964	CONTRI030002952021	09/2021 - 09/2021	0	0	1	0	4	2,271.75
C11116210302791	CONTRI030003212021	10/2021 - 10/2021	0	0	1	0	4	2,030.10
C10112220303800	CONTRI030003822021	11/2021 - 11/2021	0	0	1	0	4	2,271.75
C10121220301958	CONTRI030003922021	12/2021 - 12/2021	0	0	1	0	4	2,066.34
C10209220302874	CONTRI030000382022	01/2022 - 01/2022	0	0	1	0	4	1,963.50
C10404220302383	CONTRI030000932022	02/2022 - 02/2022	0	0	1	0	4	1,975.68
C10408220303189	CONTRI030000972022	03/2022 - 03/2022	0	0	1	0	4	2,183.15
C10505220302464	CONTRI030001242022	04/2022 - 04/2022	0	0	1	0	4	2,007.90
C10610220304217	CONTRI030001632022	05/2022 - 05/2022	0	0	1	0	4	2,175.09
C10817220302297	CONTRI030002362022	06/2022 - 06/2022	0	0	1	0	4	2,672.68
C10817220302242	CONTRI030002362022	07/2022 - 07/2022	0	0	1	0	4	2,661.60
C11003220303788	CONTRI030002902022	08/2022 - 08/2022	0	0	1	0	4	2,695.80
C11130220300917	CONTRI030003572022	09/2022 - 09/2022	0	0	1	0	4	2,618.00
C11130220301032	CONTRI030003572022	10/2022 - 10/2022	0	0	1	0	4	2,628.40
C10315230305472	C##EPAR030003982022	12/2022 - 12/2022	0	0	1	0	4	3,200.00
C10315230303434	C##EPAR030000622023	01/2023 - 01/2023	0	0	1	0	4	3,243.60
C10315230305748	C##EPAR030000622023	02/2023 - 02/2023	0	0	1	0	4	3,561.80

TOTAL REPORTS: 208

Omnibus Sworn Statement (Revised)

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF QUEZON) S.S.

**AFFIDAVIT**


I, **Romeo Beloso**, of legal age, **MARRIED, FILIPINO**, and office address at 29 Panay Avenue, Quezon City after having in duly sworn in accordance with law, do hereby depose and state that:

1. I am the duly authorized and designated representative of **B.E. CORPORATION** with office address at **29 Panay Avenue, Quezon City**;
2. I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **PROCUREMENT OF OFFICE SUPPLIES (RFQ NO. 2023-10-052)** of the **PHILHEALTH REGIONAL OFFICE IV-A**, as shown in the attached duly notarized Secretary's Certificate;
3. **B.E. Corporation** is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. **B.E. Corporation** is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. None of the officers, directors, and controlling stockholders of **B.E. Corporation** is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. **B.E. Corporation** complies with existing labor laws and standards; and
8. **B.E. Corporation** is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the **PROCUREMENT OF OFFICE SUPPLIES (RFQ NO. 2023-10-052)**.



9. **B.E. Corporation** did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this 4th day of April 2023 at Quezon City, Philippines.

  
Romeo Beloso  
AUTHORIZED REPRESENTATIVE  
OF B.E. Corporation  
AFFIANT

**SUBSCRIBED AND SWORN** to before me this 4th day of April 2023 at Quezon City, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his senior citizen identification card, with his photograph and signature appearing thereon, with no. 18020007 and issued on Feb 01, 2018 at Antipolo City.

Serial No. of Commission \_\_\_\_\_

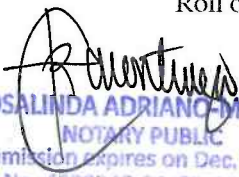
Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ / / /

IBP No. \_\_\_\_\_ / / /

Doc. No. 327  
Page No. 67  
Book No. XVIII  
Series of 2023

  
ATTY. ROSALINDA ADRIANO MONTENEGRO  
NOTARY PUBLIC  
Commission Expires on Dec. 31, 2023  
PTR No. 4028249-01/03/2023 - Q.C.  
IBP No. 263982 - 01/03/2023 - Q.C.  
Roll No. 68463  
MCLE Comp. No. VII-0021672 - 04/14/2025



## SECRETARY'S CERTIFICATE

I, **ROSE MARIE D. ALUMNO**, duly elected and qualified Board Secretary of **B.E. CORPORATION**, a corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office address at **29 PANAY AVENUE QUEZON CITY**, DO HEREBY CERTIFY THAT.

I am familiar with the facts herein certified and duly authorized to certify the same;

At the Special Meeting of the Board of Directors of the Corporation duly convened and held on **APRIL 4, 2023**, at **29 PANAY AVENUE QUEZON CITY**, at which meeting a quorum was present and acting throughout, the following resolutions were unanimously approved and adopted, and the same have not been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

RESOLVED, that **B.E. CORPORATION** be authorized, as it is hereby authorized and empowered to participate in the bidding of **PROCUREMENT OF OFFICE SUPPLIES (RFQ No. 2023-10-052)** by the **PHILHEALTH REGIONAL OFFICE IV-A**; and that if awarded the project shall enter into a contract with the **PHILHEALTH REGIONAL OFFICE IV-A**; and in connection therewith hereby appoint **ROMEO J. BELOSO**, acting as duly authorized and designated representative of the corporation, is granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the corporation in the bidding as fully and effectively as the corporation might do if personally present with full power of substitution and revocation and hereby satisfying and confirming all that my said representative shall lawfully do and cause to be done by virtue hereof;

RESOLVED Further That, the corporation hereby authorizes its President to:

1. execute a waiver of jurisdiction whereby the corporation hereby submits itself to the jurisdiction of the Philippine government and hereby waives its right to question the jurisdiction of the Philippine courts;
2. execute a waiver that the corporation shall not seek and obtain a writ of injunction or prohibition or restraining order against any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of and award of the contract to a successful bidder, and the carrying out of the awarded contract.

IN WITNESS WHEREOF, I hereby hereunto set my hand this APR 04 2023 at  
Quezon City.

  
\_\_\_\_\_  
Rose Marie D. Alumno  
Corporate Secretary

**SUBSCRIBED AND SWORN** to before me this APR 04 2023  
at QUEZON CITY, Philippines. Affiant/s is personally known to me and was  
identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial  
Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me her Philippine Passport with Passport  
No. P8328146B, with expiry on November 28, 2031.

Witness my hand and seal this APR 04 2023

Serial No. of Commission

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ [ ] [ ] [ ]

IBP No. \_\_\_\_\_ [ ] [ ] [ ]

ATTY. ROSALINDA ADRIANO-MONTENEGRO  
NOTARY PUBLIC

Commission Expires on Dec. 31, 2023

PTR No. 4023249-01/03/2023 - Q.C.

IBP No. 263862-01/03/2023 - Q.C.

Roll No. 88003

MCLE Comp. No. NA-0022072 - Dec 31, 2025

Doc. No. 326  
Page No. 07  
Book No. XVIII  
Series of 2023

## REQUEST FOR QUOTATION

Date: March 28, 2023RFQ No: 2023-10-052

The Philippine Health Insurance Corporation (PhilHealth) through its Secretariat for the Bids and Awards Committees (SBAC), intends to procure:


### PROCUREMENT OF OFFICE SUPPLIES

Approved Budget	<u>220,000.00</u>
Purchase Request No/s	<u>2023-01-047</u>
Mode of Procurement	<u>NP - SMALL VALUE</u>
Period of Submission	<u>March 29, 2023 to April 4, 2023</u>
Delivery Period	<u>30 days upon receipt of PO</u>

Interested bidders/ suppliers of known qualifications are hereby invited to submit quotation signed by its authorized representative at the address below and/or thru email to the following addresses:

Secretariat or the Bids and Awards Committee  
(SBAC)/ Procurement Unit  
PhilHealth Regional Office IVA  
Brgy Ilayang Dupay Lucena City  
Telephone: 02-84417444 local 5116 / (042) 373  
7782/7056  
procurement.pro4a@gmail.com  
bac.pro4a@philhealth.gov.ph

  
**ALLAN JEFFREY F. DATINGUINOO**  
Canvasser / Administrative Aide VI

  
**JOY ANNE J. BANTUCAN**  
Administrative Services Officer II

Supplier who will submit a proposal / offer with the lowest calculated quotation shall be selected. A copy of the following documentary requirements as prescribed in the IRR of RA9184 for Small Value Procurement (Sec. 53.9) shall be submitted within three (3) working days upon notification.

1. Mayor's /Business Permit for CY 2023;
2. PhilGEPs Registration Number; and
3. Proof of PhilHealth Contribution (latest)
4. Omnibus Sworn Statement (50K and above)
5. ITR/Business Tax Return with ABC above 500k

#### **\*\*INSTRUCTION TO SUPPLIERS\*\***

1. Submit your quotation using the prescribed Quotation Form ( Annex A of the RFQ).
2. Accomplish the Quotation Form and do not alter the contents of the form in any way.
3. Non-compliance with the submission of the accomplished prescribed/standard Quotation Form and Documentary Requirements as stated above within the prescribed deadline shall automatically be disqualified.

## "ANNEX A"

**QUOTATION FORM**


**Name of Company:** JADESON TRADING  
**Address:** Marigman Road Knights Of Colombus San Roque Antipolo City  
**Contact Person:** Christia G.Bere  
**Contact Number:** 09052690825  
**Official Email Address:** jadesonsdesign@gmail.com/jadesontrade@yahoo.com

After having carefully read and accepted the Terms and Conditions of this RFQ specified in Annex B, hereunder is our quotation/s for the item as follows:

Item No.	QTY	UNIT	Unit Price	Total Price	ITEM Description and Technical Specifications	STATEMENT OF COMPLIANCE (please check the box if "Comply" or "Not Comply")	Supplier's Offer	
							Do not fill this out if you did not comply with the Tech Specs	
							Unit Price	Total Price
1	2500	box	88.00	220,000.00	BOX CORRUGATED, Dimension to fit the steel racks or racking system of the user	<input checked="" type="checkbox"/> Comply <input type="checkbox"/> Not Comply	79.99	199,975.00
					-Minimum Specifications: plain, 136kl / 300lbs., BC Flute Body: 16" x 10 1/2" x 10 3/6" Top: 16 1/2" x 11" x 2"			
							<b>TOTAL:</b>	199,975.00

COMPLIANCE TO THE DELIVERY PERIOD UPON RECEIPT OF THE P.O / J.O.	Statement of Compliance (please check the box if "Comply" or "Not Comply")
<b>**Date of Delivery Period</b> <b>-30 days upon receipt of PO</b>	<input checked="" type="checkbox"/> Comply <input type="checkbox"/> Not Comply

I hereby certify to comply and deliver all the above requirements.

  
 Christia G. Bere  
 Signature over Printed Name  
 Sales and Marketing/Authorized Representative  
 Position/ Designation  
 April 4, 2023  
 Date

**"ANNEX B"****TERMS AND CONDITION:**

1. Suppliers/Bidders shall provide correct and accurate information required in this form.
2. **Suppliers/Bidders shall quote on Item.**
3. Price quotation/s must valid for **thirty (30) calendar days** from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/ or levies payable.
5. Quotation exceeding the Approved Budget for the Contract of the item shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure), passed the technical evaluation or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications and the official address of the corporation.
9. PhilHealth shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case of the two or more bidders are determined to have submitted to the Lowest Calculated Quotation/Lowest calculated and Responsive Quotation, PhilHealth shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with the GPPB Circular 06-2005.
11. **Payment shall be made via check (Land Bank) after delivery and upon the submission of the required supporting documents, inspection and acceptance.**
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be impose per day of delay. PhilHealth shall rescind the contract once the cumulative amount of the other courses of action and remedies open to it.
13. Warranty Security of 1% of the gross amount (for items with warranty) shall be automatically deducted from the contract for a minimum warranty period of (3) months for expendable goods or (1) year warranty for non-expendable goods and shall be returned after the lapse of the warranty period provided however that the goods delivered are free from defects an all the conditions imposed under the contract have been fully met.
14. The contracting parties shall comply with Office Order No. 0018-2015 "Reiteration of PhilHealth No Gift policy (Revision 1).
15. Each of the documents submitted in satisfaction of the requirements is an authentic copy of the original, complete, and al statements and Information provided therein are true and correct.

I hereby declare that I understand and acknowledge the terms and conditions listed.

  
Christia G. Bere

---

**Signature over Printed Name**

Sales and Marketing/Authorized Representative

---

**Postion/ Designation**

April 4, 2023

---

**Date**

## REQUEST FOR QUOTATION

Date: March 28, 2023RFQ No: 2023-10-052

The Philippine Health Insurance Corporation (PhilHealth) through its Secretariat for the Bids and Awards Committees (SBAC), intends to procure:

### PROCUREMENT OF OFFICE SUPPLIES

Approved Budget	<u>220,000.00</u>
Purchase Request No/s	<u>2023-01-047</u>
Mode of Procurement	<u>NP - SMALL VALUE</u>
Period of Submission	<u>March 29, 2023 to April 4, 2023</u>
Delivery Period	<u>30 days upon receipt of PO</u>

Interested bidders/ suppliers of known qualifications are hereby invited to submit quotation signed by its authorized representative at the address below and/or thru email to the following addresses:

Secretariat or the Bids and Awards Committee  
(SBAC)/ Procurement Unit  
PhilHealth Regional Office IVA  
Brgy Ilayang Dupay Lucena City  
Telephone: 02-84417444 local 5116 / (042) 373  
7782/7056  
procurement.pro4a@gmail.com  
bac.pro4a@philhealth.gov.ph

  
**ALLAN JEFFREY F. DATINGUINOO**

Canvasser / Administrative Aide VI

  
**JOY ANNE J. BANTUCAN**

Administrative Services Officer II

Supplier who will submit a proposal / offer with the lowest calculated quotation shall be selected. A copy of the following documentary requirements as prescribed in the IRR of RA9184 for Small Value Procurement (Sec. 53.9) shall be submitted within three (3) working days upon notification.

1. Mayor's /Business Permit for CY 2023;
2. PhilGEPs Registration Number; and
3. Proof of PhilHealth Contribution (latest)
4. Omnibus Sworn Statement (50K and above)
5. ITR/Business Tax Return with ABC above 500k

**\*\*INSTRUCTION TO SUPPLIERS\*\***

1. Submit your quotation using the prescribed Quotation Form ( Annex A of the RFQ).
2. Accomplish the Quotation Form and do not alter the contents of the form in any way.
3. Non-compliance with the submission of the accomplished prescribed/standard Quotation Form and Documentary Requirements as stated above within the prescribed deadline shall automatically be disqualified.

"ANNEX A"

## QUOTATION FORM

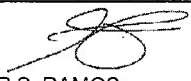
**Name of Company:** TRIPLE G AND A VENTURES INC.  
**Address:** 54 8TH STREET NORTH SIGNAL VILLAGE TAGUIG CITY  
**Contact Person:** GILMER S. RAMOS  
**Contact Number:** 09998592416  
**Official Email Address:** triplegandaventures@gmail.com

After having carefully read and accepted the Terms and Conditions of this RFQ specified in Annex B, hereunder is our quotation/s for the item as follows:

Item No.	QTY	UNIT	Unit Price	Total Price	ITEM Description and Technical Specifications	STATEMENT OF COMPLIANCE (please check the box if "Comply" or "Not Comply")	Supplier's Offer <small>Do not fill this out if you did not comply with the Tech Specs</small>	
							Unit Price	Total Price
1	2500	box	88.00	220,000.00	BOX CORRUGATED, Dimension to fit the steel racks or racking system of the user	<input checked="" type="checkbox"/> Comply <input type="checkbox"/> Not Comply	100.00	250,000.00
					-Minimum Specifications: plain, 136kl / 300lbs., BC Flute Body: 16" x 10 1/2" x 10 3/6" Top: 16 1/2" x 11" x 2"			
							TOTAL:	

COMPLIANCE TO THE DELIVERY PERIOD UPON RECEIPT OF THE P.O / J.O.	Statement of Compliance (please check the box if "Comply" or "Not Comply")
**Date of Delivery Period -30 days upon receipt of PO	<input checked="" type="checkbox"/> Comply <input type="checkbox"/> Not Comply

I hereby certify to comply and deliver all the above requirements.

  
GILMER S. RAMOS

Signature over Printed Name

President

Position/ Designation

Date

"ANNEX B"

**TERMS AND CONDITION:**

1. Suppliers/Bidders shall provide correct and accurate information required in this form.
2. **Suppliers/Bidders shall quote on item.**
3. Price quotation/s must valid for **thirty (30) calendar days** from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/ or levies payable.
5. Quotation exceeding the Approved Budget for the Contract of the item shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure), passed the technical evaluation or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications and the official address of the corporation.
9. PhilHealth shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case of the two or more bidders are determined to have submitted to the Lowest Calculated Quotation/Lowest calculated and Responsive Quotation, PhilHealth shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with the GPPB Circular 06-2005.
11. **Payment shall be made via check (Land Bank) after delivery and upon the submission of the required supporting documents, inspection and acceptance.**
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be impose per day of delay. PhilHealth shall rescind the contract once the cumulative amount of the other courses of action and remedies open to it.
13. Warranty Security of 1% of the gross amount (for items with warranty) shall be automatically deducted from the contract for a minimum warranty period of (3) months for expendable goods or (1) year warranty for non-expendable goods and shall be returned after the lapse of the warranty period provided however that the goods delivered are free from defects an all the conditions imposed under the contract have been fully met.
14. The contracting parties shall comply with Office Order No. 0018-2015 "Reiteration of PhilHealth No Gift policy (Revision 1).
15. Each of the documents submitted in satisfaction of the requirements is an authentic copy of the original, complete, and al statements and information provided therein are true and correct.

I hereby declare that I understand and acknowledge the terms and conditions listed.

  
GILMER S. RAMOS

Signature over Printed Name

President

Postion/ Designation

April 3, 2023

Date



Bid Notice Abstract

[Award Notice](#)


Request for Quotation (RFQ)

Reference Number 9615521

Procuring Entity PHILIPPINE HEALTH INSURANCE CORPORATION - REGION - IV A

Title Procurement of Office Supplies

Area of Delivery Quezon

 [Printable Version](#)

<div>Solicitation Number: 2023-NPSV-07</div> <div>Trade Agreement: Implementing Rules and Regulations</div> <div>Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)</div> <div>Classification: Goods</div> <div>Category: Office Supplies and Devices</div> <div>Approved Budget for the Contract: PHP 220,000.00</div> <div>Delivery Period: 30 Day/s</div> <div>Client Agency:</div>	<div>Status</div> <div>Closed</div>
	<div>Associated Components</div> <div>1</div>
	<div>Bid Supplements</div> <div>0</div>
	<div>Document Request List</div> <div>10</div>
<div>Contact Person: Vernalyn G. Clemeña</div> <div>Member of BAC Secretariat</div> <div>AMCJ Square Bldg., Diversion Rd.,</div> <div>Lucena City</div> <div>Quezon</div> <div>Philippines 4301</div> <div>63-42-3737782</div> <div>verna101208@yahoo.com</div>	<div>Date Published</div> <div>29/03/2023</div>
	<div>Last Updated / Time</div> <div>29/03/2023 12:00 AM</div>
	<div>Closing Date / Time</div> <div>04/04/2023 1:00 PM</div>
<div>Description</div> <div>Please see attached Request for Quotation</div>	

Created by Vernalyn G. Clemeña

Date Created 28/03/2023

Back

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



# PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9615521  
**Procuring Entity** PHILIPPINE HEALTH INSURANCE CORPORATION - REGION - IV A  
**Title** Procurement of Office Supplies  
**Area of Delivery** Quezon

<b>Solicitation Number:</b>	2023-NPSV-07	<b>Status</b>	Pending
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Office Supplies and Devices	<b>Date Published</b>	29/03/2023
<b>Approved Budget for the Contract:</b>	PHP 220,000.00	<b>Last Updated / Time</b>	28/03/2023 14:31 PM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	04/04/2023 13:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Vernalyn G. Clemeña Member of BAC Secretariat AMCJ Square Bldg., Diversion Rd., Lucena City Quezon Philippines 4301 63-42-3737782  verna101208@yahoo.com		
<b>Description</b>			
Please see attached Request for Quotation			

**Created by** Vernalyn G. Clemeña  
**Date Created** 28/03/2023

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.

## PURCHASE REQUEST (PR)

PhilHealth Regional Office IVA

Department / Office :

**PRO IV-A**

PR No. :

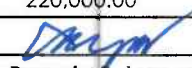
**2023-01-047**

Division :

**ADMIN**

Date :

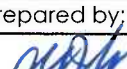



**MAR 28 2023**

Item No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Total Cost
1	box	BOX CORRUGATED, Dimension to fit the steel racks or racking system of the user	2500	88.00	220,000.00
		*****nothing follows*****			
		C.O.B. / Trust : 2023 COB			
		Expense Code : 5 02 03 010 01			
		Charge to : Admin			
		Budget Limit : 220,000.00			
		Signature :  Ma. Pamela B. Leynes			
				<b>Grand Total</b>	<b>220,000.00</b>

We certify that the items and corresponding amount listed above are based on the CY 2023 COB and within the approved 2023 APP. All items requested under this PR SHALL NOT, hereinafter, be available for realignment, unless cancelled within the prescribed period.

PURPOSE: for Office use (Procurement of Office Supplies for 1st qtr)

NP-Small Value (above 50K)

	Prepared by:	Requested by:	Recommended by:	Approved By:
Signature :				
Printed Name :	<b>CECILIA I. PUREZA</b>	<b>JOSEPH ADRIAN R. REJANO</b>	<b>BENJIE A. CUVINAR</b>	<b>DANILO M. REYNES, MD, MPA</b>
Designation :	OIC, GSU	OIC, ASS	MSD Head	RVP, PRO IVA
Date :	3/24/23	3/24	3/27/23	<b>MAR 27 2023</b>

**APPROVED BUDGET FOR THE CONTRACT (ABC)**  
**Procurement of Regular Office Supplies for 1st qtr**  
 within PRO IVA

Contract Duration: CY 2023

ABC No: 2023-0064  
 Date: 6/27/24

ITEM NO. (a)	DESCRIPTION (b)	QTY (c)	UNIT (d)	CURRENT MARKET PRICE (e)	No. Of Days/Nights (If Applicable) (f)	Sub-Total (g)=[(c) (e) (f)]	5% Contingency for Price Escalation (h)=[(g) (5%)]	TOTAL COST (i) =(g)+(h)
1	BOX CORRUGATED, Dimension to fit the steel racks or racking system of the user	2500	box	88.00		220,000.00		220,000.00
<b>TOTAL</b>								<b>220,000.00</b>

Prepared by:



**CECILIA I. PUREZA**  
 AO II

Certified Funded in COB



**ARON R. RIANO**  
 Head, FMS

Recommended by:



**BENJIE A. CUVINAR**  
 MSD Chief

Approved:



**DANILO M. REYNES, MD, MPA**  
 RVP, PRO IVA

<b>TECHNICAL SPECIFICATIONS</b> Procurement of Regular Office Supplies for 1st qtr				
Item No.	Qty	Unit	Item Description and Minimum Specifications	
1	2500	box	BOX CORRUGATED, Dimension to fit the steel racks or racking system of the user	
			Minimum Specifications:  plain, 136kl/300lbs., BC Flute Body: 16" x 10 1/2" x 10 3/6" Top: 16 1/2" x 11 " x 2"	

 Delivery Period: **30 days**

Prepared by:

  
**CECILIA I. PUREZA**  
 AO II

Noted by:

  
**JOSEPH ADRIAN R. REJANO**  
 OIC, Administrative Services Section

Recommended by:

  
**BENJIE A. CUVINAR**  
 MSD Chief

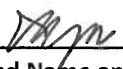
Approved by:

  
**DANILO M. REYNES, MD, MPA**  
 RVP, PRO IVA

Republic of the Philippines  
**Philippine Health Insurance Corporation**  
Project Procurement Management Plan  
Calendar Year 2023

**Philhealth Regional Office IVA**

Procurement Program/Project	Approved Budget for Contract (ABC)	Mode of Procurement	Pre-Proc Conference	Ads/Post of ITB	Pre-Bid Conference	Eligibility Check	SCHEDULE FOR EACH PROCUREMENT ACTIVITY							Remarks
							Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery Completion	
1st Quarter														
Procurement of Regular Office Supplies														
ADHESIVE TAPE size: 1" double sided with foam	655.00	Shopping	07-Feb	08-Feb								15-Feb	02-Mar	
ADHESIVE TAPE size: 1" double sided without foam	573.80	Shopping	07-Feb	08-Feb								15-Feb	02-Mar	
ADHESIVE TAPE size: 2" double sided with foam	1,400.00	Shopping	07-Feb	08-Feb								15-Feb	02-Mar	
ADHESIVE TAPE size: 2" double sided without foam	368.00	Shopping	07-Feb	08-Feb								15-Feb	02-Mar	
BOX CORRUGATED, Dimension to fit the steel racks or racking system of the user	220,000.00	Negotiated Procurement - Small Value Procurement	12-Jan	13-Jan						20-Jan		15-Feb	02-Mar	
CONTINUOUS FORM 11 x 14-7/8, 2 ply, plain, 70 gsm, 1000 sets/box	43,736.00	Negotiated Procurement - Agency to Agency	12-Jan	13-Jan						20-Jan		15-Feb	02-Mar	
DRINKING WATER Purified, 5 gallon/container	122,500.00	Negotiated Procurement - Small Value Procurement	12-Jan	13-Jan						20-Jan		15-Feb	02-Mar	
ENVELOPE DOCUMENTARY A4 size, kraft, 229mm x 324mm, min. weight of 150gsm, 500 pcs/box	30,576.00	Negotiated Procurement - Agency to Agency	12-Jan	13-Jan						20-Jan		15-Feb	02-Mar	
ENVELOPE EXPANDING KRAFT board, min. of 285gsm for short size papers/documents	27,900.00	Shopping	07-Feb	08-Feb								15-Feb	02-Mar	

<b>BEF - 3</b>	
<b>CHECKLIST OF DOCUMENTARY REQUIREMENT FOR CERTIFYING BUDGET AVAILABILITY FOR APPROVED BUDGET FOR THE CONTRACT (ABC)</b>	
<b>Subject : Procurement of Regular Office Supplies for 1st Qtr</b>	
<b>Gross Budget</b>	<b>₱ 220,000.00</b>
1 ( ) Duly certified Abstract/ Matrix of canvass supported with the latest quotations from at least three (3) suppliers or copy of Certification of Sole Distributorship	
2 ( ) Copy of Corporate Personnel Order, if applicable	
3 ( ) Copy of Contract, if applicable	
4 ( ) Copy of approved Terms of Reference, if applicable	
5 ( ) Breakdown of estimated budgetary requirement per object of expenditures, if the activity/item to be conducted/procured is chargeable to various expenses	
6 ( ) List of Distribution per cost center, if the item to be conducted/procured is chargeable to various offices	
7 ( ) Copy of the approved Request for Realignment of Funds (ReRef), if applicable	
8 ( ) Copy of approved amendment of APP or signed Certification from SBAC/PRO BAC that the activity/item is for inclusion in the APP amendment; if applicable	
9 (✓) Copy of PPMP, if applicable	
10 (✓) two (2) copies of properly filled up ABC Form <b>(3 copies)</b>	
11 (✓) Strategic objectives (StObs) <u>10</u>	
<b>Remarks:</b> Approved Budget for the Contract (ABC) shall be computed using the average price of at least three (3) suppliers as per Abstract/matrix of Canvass but not to exceed the approved budget per COB, allowable rate per existing guidelines and the amount indicated in the Terms of Reference (TOR), if applicable	
Prepared by:	
 _____ <b>Printed Name and Signature (Budget Officer/Designate)</b>	

**ACTIVITY and ROUTE SLIP**

SBAC/PROCUREMENT UNIT

Date &amp; Time Received:

March 28, 2023

Project Title:





Corrugated BoxPurchase Request No.: 2023-01-047

ABC/Total Est. Cost:

P220,000.00Originating Unit/Office: ADMIN

Expense Code:

5020301001Mode of Procurement: NP - Small Value Procurement

ACTIVITY	PERSONNEL ASSIGNED	DATE & TIME ACCOMPLISHED	SIGNATURE	REMARKS
Initial Assessment of Required Docs	J. Bantucan	3/28		Required Documents to be submitted in 3 sets (original & 2 copies): <input checked="" type="checkbox"/> 1. PPMP/APP <input checked="" type="checkbox"/> 2. PR in 3 original copies <input checked="" type="checkbox"/> 3. ABC in 2 original copies <input checked="" type="checkbox"/> 4. Tech Specs <input type="checkbox"/> 5. DAF (for CAPEX & Semi-Expendables) <input type="checkbox"/> 6. ISSP/Clearance for IT Equipment <input type="checkbox"/> 7. Other Docs
Validation & Updating of PPMP/SEPP	C. Pureza	3/28		
Encoding to PMD	V. Clemeña			
Preparation of RFQ	A. Datinguinoo			
PhilGEPS Posting (required for ABC above 50K)	SBAC - A. Villanueva V. Clemeña	3/28		Published Date: <u>3/29/23</u> Reference Number: <u>9415521</u> Closing Date: <u>4/9/23 4pm</u> <input checked="" type="checkbox"/> <u>Print-out of Posting to PhilGEPS as ACTIVE</u> Posting to Corp. Website Date Posted: <u>3/28/23</u> Published Date: <u>3/28/23</u> <input checked="" type="checkbox"/> <u>Screenshot of posting</u>
Requesting of Quotation from Supplier	A. Datinguinoo	4/4/23		Number of Suppliers sent: <u>5</u> Number of RFQs received: <u>3</u>
Preparation of AoQ	A. Datinguinoo	4/5/23		LCQ: <u>BE Corporation</u> <input checked="" type="checkbox"/> 1. Mayor's/Business Permit <input checked="" type="checkbox"/> 2. PhilGEPS registration number <input checked="" type="checkbox"/> 3. PhilHealth Certificate of Good Standing/Copy of Remittance <input checked="" type="checkbox"/> 4. Omnibus Statement for project with ABC above 50K <input checked="" type="checkbox"/> 5. ITR/Business Tax Return with ABC above 500K
Preparation of PO	A. Datinguinoo	4/7/23		<u>2023-04-027</u>
Serving of PO	A. Datinguinoo	4/26/23		*
Posting of Contract to PhilGEPS	SBAC - A. Villanueva			Published Date: _____ Award Notice Number: _____ <input type="checkbox"/> <u>Print-out of Posting to PhilGEPS</u> Corp. Website Date Emailed: _____ Email Address: _____



## SBAC/PROCUREMENT UNIT

**March 28, 2023**

### Corrugated Box

**P220,000.00**

Originating Unit/Office: **ADMIN**

Mode of Procurement: **NP - Small Value Procurement**

Date & Time Issued	From	Issued to	REMARKS	Date & Time Received	Signature
3/28	Joy	end-user	for processing	3/28/23	[Signature]
3/20/23	Allan	Mr. Verna	- for posting + 5 days posting, 20 days del. + RPO - 2023-10-052	3/18/23	[Signature]
3/18/23	Verna	Allan		3/20/23	[Signature]
4-5-23	Allan		AOD preparation + 4-6-23 to 4-10-23 was Holiday		
4-12-23	Allan	Mr. anis	+ for AOD evaluation	4-12-23	[Signature]
4.13.23 4/13/23 4/13	G. Cusi C. Puma J. Puma	A. Santa A. Puma J. Puma	For AOD recommendation of C. Puma for approval for PO prep.	4/17/23 4/17 4/17	[Signature]
4/17/23	Allan	Ms. Grace	for PO checking		
5/15/23	Allan		- received copy of PO from suppliers		